INDEX TO VOLUME 18, 1985

Journal of Information and Image Management

Author Index

Allen, D. P., N2/3:18
Anderson, M. A., N6:32
Andolsen, A., N8:18
Artlip, P. M., N9:14
Atkins, R. D. N5:32
Bogue, D. T., N2/3:16, N10:10
Brewer, K. K., N5:36
Brown, C. J., N11:8
Feinschreiber, R., N1:32, N2/3:60, N4:42, N6:42, N8:28, N9:34
Fisher, M., N7:16
Ford, J., N9:22
Freedman, J., N9:5
Ganus, S. S., N2/3:26
Gell, J., N10:34
Granat, B., N4:6, N4:30, N11:7
Gray, E., N2/3:7
Hardy, J., N1:34, N2/3:58, N4:29, N5:40, N6:48, N9:37, N10:39,
Heller, C., N7:30
Herline, C., N12:36
Hoberg, R. P., N4:8
Hodur, T., N2/3:24, N12:30
Hooton, W. L., N10:6
Hunter, B. R., N2/3:6
Jacobsen, T. H., N6:16
Kast, J., N8:24
Kalthoff, R. J., N2/3:6
Kerr, T. B., N4:16
Kostecki, G., N5:24
Kroger, J. J., N5:16
Kueht, F., N8:6
Langemo, M., N10:22
LaPlaca, M. A., N1:28
Lee, L. S., N5:24
Lockett, A. R., N7:28
McArthur, D. W., N8:8
McDermott, J. C., N5:20, N7:22
McDonald, R., N2/3:54
McDonnell, P. M., N10:16
Margarita, P., N9:18
Minkler, W. S., N11:5
Morel, R., N8:13
Moore, J. A., Jr., N9:26
Morgan, D. F., N10:28
Morse, P., N12:18
Morton, P. W., N5:8
Munro, K. G., N1:8, N2/3:9, N4:7, N5:7, N6:7, N7:7, N8:7, N9:7, N10:9, N11:6, N12:7
Narrow, H., N4:36
Nelson, K. F., N1:16
Nikolaison, J., N2/3:32
Nikolaison, R., N2/3:32
Oliver, C., N9:8
Patten, B., N4:22
Port, S., N2/3:50
Reljac, J., N7:5
The Research News, N11:22
Ross, T. M., N6:12
Rummel, E. W., N2/3:38, N10:5
Rupp, D. O., N12:8
Schulte, A. L., N7:8
Schwartz, H., N6:8
Scott, G., N5:6
Seery, R. J., N7:20
Seigle, D. C., N1:12
Settanni, J. A., N6:38, N12:22
Smith, D. L., N2/3:20
Smith, J. F., N11:14
Smith, W. M., N6:5
Stacy, R. J., N9:5
Terrell, R. L., N6:28
Vandemark, W. J., N7:12
Vogt, S., N11:18
Wallace, R. C., N2/3:40
Walter, G., N1:20, N7:6, N12:12
Weldon, J. E., N6:46
Wells, P., N2/3:18
White, J. R., N1:6
Willems, B. A., N12:26
Wise, R. S., N4:32
Zagami, R. W., N4:34

Title Index

Active Micrographics Systems: Engineering Link to the Future, *D. O. Rupp,* N12:8
Active—The Aperture Card, *R. W. Zagami,* N4:34
Advances in the Color Microfilming of Documents, *T. Hodur,* N12:30
AIIM '85: Thanks for the Memories, N6:22
AIIM Treasurer's Report, *J. E. Weldon,* N6:46
An Engineer's Approach to Micrographics, *M. Fisher,* N7:16
The Antidote for Management's Quick Fix, *J. A. Settanni,* N6:38
Automating the White Collar Factory, *G. Walter,* N12:12
Automation Through Evolution—Not Revolution! or, Why Companies Like Service Bureaus, *B. Granat,* N4:30
The Basics for MIS, *J. A. Settanni,* N12:22
Benefits from Installment Sales, *R. Feinschreiber,* N6:42
Book Review: Effective Information Management, R. I. Tricker, *W. S. Minkler,* N11:5
Book Review: Marketing Your Consulting and Professional Services, R. A. Connor, Jr., and J. P. Davidson, *F. Kueht,* N8:6
Book Review: Optical Disks 1985—A State-of-the-Art Review, W. Saffady, *W. L. Hooton,* N10:6
Book Review: Technology Assessment Report: Speech Pattern Recognition, Optical Character Recognition, Digital Raster Scanning, National Archives and Records Service, General Services Administration, *G. Walter,* N7:6
Book Review: Videodiscs, Compact Discs and Digital Optical Disks, CIMTECH, *J. Freedman,* N9:5
CAD/CAM: The Evolution of a Technology, *A. L. Schulte,* N7:8
Capital Comment, Archives Gains Independence From GSA, *K. G. Munro,* N1:8
Capital Comment, The Battle of the Budget, *K. G. Munro,* N2/3:9
Capital Comment, Constitutional Confrontations Continue, *K. G. Munro,* N6:7
Capital Comment, Government Services: How Much Sacrifice Is Too Much?, *K. G. Munro,*N9:7
Capital Comment, GSA Bickering Fails to Slow Multiple Award Opponents, *K. G. Munro,* N7:7
Capital Comment, Harnessing the Power of Small Business, *K. G. Munro,* N10:9
Capital Comment, How to Visit Your Member of Congress, *K. G. Munro,* N12:7
Capital Comment, Insurance Against Ignorance, *K. G. Munro,* N5:7
Capital Comment, 1985 Will be a Busy Year for Government Affairs, *K. G. Munro,* N4:7
Capital Comment, OMB Information Guidelines Stress Private Sector, *K. G. Munro,* N8:7
Capital Comment, Your Right to Write, *K. G. Munro,* N11:6
CASPIR Comes to the Aid of U.S. Patent and Trademark Office, *P. M. McDonnell,* N10:16
The Challenge of a Document Delivery Experiment: Eurodocdel, N8:12

Coming of Age in a High-Tech World, *J. J. Kroger,* N5:16
Computer-Assisted Retrieval: Cost of CAR Goes Down, Productivity Goes Up, *R. D. Atkins,* N5:32
COM Service Bureaus: The Emerging Information Managers, *T. B. Kerr,* N4:16
Cost-Effective Data Handling Increases Productivity for Brown Group, Inc., *R. C. Wallace,* N2/3:40
Customizing Plain Paper Retrieval—The "Bear" Facts, *R. McDonald,* N2/3:54
Deducting Vacation Pay—In Advance, *R. Feinschreiber,* N4:42
Developing a Successful Image Transmission System, *C. Oliver,* N9:8
Document Image Processing: Optical Disk at Work, *D. C. Seigle,* N1:12
Document Management System Aids in Country's Defense, *J. A. Moore, Jr.,* N9:26
Document Processing: Surmounting the Myth of a Paperless Office, *D. T. Bogue,* N10:10
Dutch Company Sets Trends in Micrographics, *B. A. Willems,* N12:26
Electronic Image Systems for Records Management, *K. F. Nelson,* N1:16
Eleven Steps Toward Decreasing Computer System Downtime, *T. M. Ross,* N6:12
Estate Planning for Business Owners, *R. Feinschreiber,* N2/3:60
Executives vs. Computers: Nothing to Fear, *P. Margarita,* N9:18
Expanding Roles for the Micrographics Service Company, *R. P. Hoberg,* N4:8
Fringe Benefits Yield Tax Benefits, *R. Feinschreiber,* N9:34
Great American Banks on Information Systems, *S. Vogt,* N11:18
How to Choose the Right Media: Optical, Magnetic or Microfilm, *P. M. Artlip,* N9:14
How Today's Supervisor Can Successfully Cope with the Automated Office, *P. Morse,* N12:18
How to Make a CAD Purchase Decision, *W. J. Vandemark,* N7:12
How to Select and Purchase an Office Copier, *C. Herline,* N12:36
Image (Film) Recorders: An Overview, *J. F. Smith,* N11:14
Information System Offers Savings and Loan "Umbrella" Management Solution, *K. K. Brewer,* N5:36
Is Micrographics Technology Accessible to the Hearing Impaired Employee?, *J. Ford,* N9:22
Lockheed Electronics Gives Automated Document Control System the "Red Carpet" Treatment, *M. A. LaPlaca,* N1:28
Measures Toward Integrating the Nuclear Workplace, *D. F. Morgan,* N10:28
Microfilmed Information and Related Law in Utah, *T. H. Jacobsen,* N6:16
Microforms Dominate Automated Library of the Future, *J. Nikolaison, R. Nikolaison,* N2/3:32
Micrographics Capabilities Spur Sales at Ohio Repro Center, *D. L. Smith,* N2/3:20
Micrographics: Image Processing at the Crossroads, *D. P. Allen, P. Wells,* N2/3:18
Micrographics Plus Computerization in Natrona County, Wyoming, *M. A. Anderson,* N6:32
Micrographics Prognosis for 1985, *D. T. Bogue,* N2/3:16
A Midtechnology Night's Dream, *B. Granat,* N11:7
A Model for Planning Effective Information Systems, *P. W. Morton,* N5:8
New Generation Videomicrographics Set to Impact Information Systems Market, *C. J. Brown,* N11:8
New Tax Benefits from Old Buildings, *R. Feinschreiber,* N1:32
New Technology Eases Access to Books for Handicapped Patrons, *J. Kast,* N8:24
Obituaries: Shurei Hirooka, N7:5
Obituaries: Dr. Ronald D. Palamara, N2/3:15
Obituaries: Milton J. Ruterbusch, N2/3:15
Obituaries: John G. Spielman, N7:5
Office Automation: Off The Track or Just Behind Schedule? *D. W. McArthur,* N8:8
Office Computers: Managing the Human Impact, *S. S. Ganus,* N2/3:26
Offices Setting New Quality Standards for Documents, *J. Gell,* N10:34
Office Space Planning—The Bottom Line: Increased Productivity, *A. Andolsen,* N8:18
Optical Digital Data Disk Technology for the Management of Engineering Documents, *G. Walter,* N1:20
Police Department Fights Crime with Computers and Microfilm, *S. Port,* N2/3:50
Power Conditioning: Fiction and Fact, *R. L. Terrell,* N6:28
Preservation: Old and New Technologies Save Books for Future Use, *The Research News,* N11:22
Professional?, *J. C. McDermott,* N5:20
Rapid Engineering Drawing Conversion to Aperture Cards Meets Print Needs, *A. R. Lockett,* N7:28
Reprographics and CADD Make a Productive Marriage at Pennsylvania Department of Transportation, *C. Heller,* N7:30
Selecting a Successful CAR System, *M. Langemo,* N10:22
So You Decided on a Service Bureau. . . , *R. S. Wise,* N4:32
Source Document Microfilm Exposed, *B. Patten,* N4:22
Speak Out, Advantages of Blip Sensing at the Image Plane, *E. W. Rummel,* N2/3:38
Strategies for Automating Office Information: A Comparison, *H. Schwartz,* N6:8
Survey Information from Railroad Maps, *J. C. McDermott,* N7:22
Tax Benefits for Exporters, *R. Feinschreiber,* N8:28
To CAR or Not to CAR, *R. J. Seery,* N7:20
A Trend Toward Service . . . Unplugging Inhouse COM, *H. Narrow,* N4:36
A Unique Color Micrographics Service, *T. Hodur,* N2/3:24
What Are We Doing to Micrographics?, *L. S. Lee, G. Kostecki,* N5:24
"Whoooo Cares!!", *J. R. White,* N1:6
Words, *J. Hardy,* N1:34, N2/3:58, N4:29, N5:40, N6:48, N9:37, N10:39

Subject Index

AIIM

AIIM '85: Thanks for the Memories!, N6:22
AIIM Treasurer's Report, *J. E. Weldon,* N6:46
Editorial: "WHOOOO Cares!!", *J. R. White,* N1:6

Mark Your Calendars and Plan Ahead, The AIIM Show is Coming to D.C., N1:9
The 1985 AIIM Show, N2/3:44

APERTURE CARDS

Active Micrographics Systems: Engineering Link to the Future, *D. O. Rupp,* N12:8
Active—The Aperture Card, *R. W. Zagami,* N4:34
Document Management System Aids in Country's Defense, *J. A. Moore, Jr.,* N9:26
Micrographics Capabilities Spur Sales at Ohio Repro Center, *D. L. Smith,* N2/3:20
Rapid Engineering Drawing Conversion to Aperture Cards Meets Print Needs, *A. R. Lockett,* N7:28

APPLICATIONS

An Engineer's Approach to Micrographics, *M. Fisher,* N7:16
CASPIR Comes to the Aid of the U.S. Patent and Trademark Office, *P. M. McDonnell,* N10:16
The Challenge of a Document Delivery Experiment: Eurodocdel, N8:12
Cost-Effective Data Handling Increases Productivity for Brown Group, Inc., *R. C. Wallace,* N2/3:40
Customizing Plain Paper Retrieval—The "Bear" Facts, *R. McDonald,* N2/3:54
Document Management System Aids in Country's Defense, *J. A. Moore, Jr.,* N9:26
Dutch Company Sets Trends in Micrographics, *B. A. Willems,* N12:26
Great American Banks on Information Systems, *S. Vogt,* N11:18
How to Choose the Right Media: Optical, Magnetic or Microfilm, *P. M. Artlip,* N9:14
Information System Offers Savings and Loan "Umbrella" Management Solution, *K. K. Brewer,* N5:36
Is Micrographics Technology Accessible to the Hearing Impaired Employee?, *J. Ford,* N9:22
Lockheed Electronics Gives Automated Document Control System the "Red Carpet Treatment," *M. A. LaPlaca,* N1:28
Microfilmed Information and Related Law in Utah, *T. H. Jacobsen,* N6:16
Microforms Dominate Automated Library of the Future, *J. Nikolaison, R. Nikolaison,* N2/3:32
Micrographics Capabilities Spur Sales at Ohio Repro Center, *D. L. Smith,* N2:20
Micrographics Plus Computerization in Natrona County, Wyoming, *M. A. Anderson,* N6:32
A Model for Planning Effective Information Systems, *P. W. Morton,* N5:8
New Technology Eases Access to Books for Handicapped Patrons, *J. Kast,* N8:24
Police Department Fights Crime with Computers and Microfilm, *S. Port,* N2/3:50
Preservation: Old and New Technologies Save Books for Future Use, *The Research News,* N11:22
Rapid Engineering Drawing Conversion to Aperture Cards Meets Print Needs, *A. R. Lockett,* N7:28
Reprographics and CADD Make a Productive Marriage at Pennsylvania Department of Transportation, *C. Heller,* N7:30
Survey Information From Railroad Maps, *J. C. McDermott,* N7:22
To CAR or Not to CAR, *R. J. Seery,* N7:20

ARTIFICIAL INTELLIGENCE

Coming of Age in a High-Tech World, *J. J. Kroger,* N5:16

AUTOMATED OFFICE

Automating the White Collar Factory, *Dr. G. Walter,* N12:12
Automation Through Evolution—Not Revolution!, or, Why Companies Like Service Bureaus, *B. Granat,* N4:30
Computer-Assisted Retrieval: Cost of CAR Goes Down, Productivity Goes Up, *R. D. Atkins,* N5:32
Document Image Processing: Optical Disk at Work, *D. C. Seigle,* N1:12
Document Processing: Surmounting the Myth of a Paperless Office, *D. T. Bogue,* N10:10
How Today's Supervisor Can Successfully Cope With The Automated Office, *P. Morse,* N12:18
Lockheed Electronics Gives Automated Document Control System the "Red Carpet Treatment," *M. A. LaPlaca,* N1:28
Measures Toward Integrating the Nuclear Workplace, *D. F. Morgan,* N10:28
Microforms Dominate Automated Library of the Future, *J. Nikolaison, R. Nikolaison,* N2/3:32
Micrographics: Image Processing at the Crossroads, *D. P. Allen, P. Wells,* N2/3:18
New-Generation Videomicrographics Set to Impact Information Systems Market, *C. J. Brown,* N11:8
Office Automation: Off The Track or Just Behind Schedule?, *D. W. McArthur,* N8:8
Office Computers: Managing the Human Impact, *S. S. Ganus,* N2:26
Offices Setting New Quality Standards for Documents, *J. Gell,* N10:24
Strategies for Automating Office Information: A Comparison, *H. Schwartz,* N6:8

AUTOMATED SEARCHING

CASPIR Comes to the Aid of the U.S. Patent and Trademark Office, *P. M. McDonnell,* N10:16
Document Image Processing: Optical Disk at Work, *D. C. Seigle,* N1:12
How to Choose the Right Media: Optical, Magnetic or Microfilm, *P. M. Artlip,* N9:14
Microforms Dominate Automated Library of the Future, *J. Nikolaison, R. Nikolaison,* N2/3:32

AUTOMATIC RETRIEVAL

CASPIR Comes to the Aid of the U.S. Patent and Trademark Office, *P. M. McDonnell,* N10:16
Computer-Assisted Retrieval: Cost of CAR Goes Down, Productivity Goes Up, *R. D. Atkins,* N5:32
Document Image Processing: Optical Disk at Work, *D. C. Seigle,* N1:12
Great American Banks on Information Systems, *S. Vogt,* N11:18
How to Choose the Right Media: Optical, Magnetic or Microfilm, *P. M. Artlip,* N9:14
Lockheed Electronics Gives Automated Document Control System the "Red Carpet Treatment," *M. A. LaPlaca,* N1:28
Selecting a Successful CAR System, *Dr. M. Langemo,* N10:22

BANKING

Great American Banks on Information Systems, *S. Vogt,* N11:18
Information System Offers Savings and Loan "Umbrella" Management Solution, *K. K. Brewer,* N5:36

BLIP CODES
Speak Out: Advantages of Blip Sensing at the Image Plane, *E. W. Rummel,* N2/3:38

CAD/CAM
Active—The Aperture Card, *R. W. Zagami,* N4:34
CAD/CAM: The Evolution of a Technology, *A. L. Schulte,* N7:8
Document Management System Aids in Country's Defense, *J. A. Moore, Jr.,* N9:26
How to make a CAD Purchase Decision, *W. J. Vandemark,* N7:12
Measures Toward Integrating the Nuclear Workplace, *D. M. Morgan,* N10:28
Optical Digital Data Disk Technology for the Management of Engineering Documents, *G. Walter,* N1:20
Reprographics and CADD make a Productive Marriage at Pennsylvania Department of Transportation, *C. Heller,* N7:30

COLOR FILM
Advances in the Color Microfilming of Documents, *T. Hodur,* N12:30
A Unique Color Micrographics Service, *T. Hodur,* N2:24

COMPUTER-ASSISTED RETRIEVAL (CAR)
CASPIR Comes to the Aid of the U.S. Patent and Trademark Office, *P. M. McDonnell,* N10:16
Computer-Assisted Retrieval: Cost of CAR Goes Down, Productivity Goes Up, *R. D. Atkins,* N5:32
Document Processing: Surmounting the Myth of the Paperless Office, *D. T. Bogue,* N10:10
Great American Banks on Information Systems, *S. Vogt,* N11:18
Image (Film) Recorders: An Overview, *J. F. Smith,* N11:14
Police Department Fights Crime with Computers and Microfilm, *S. Port,* N2/3:50
Selecting a Successful CAR System, *Dr. M. Langemo,* N10:22
To CAR or Not to CAR, *R. J. Seery,* N7:20

COMPUTER INTERFACE
CASPIR Comes to the Aid of the U.S. Patent and Trademark Office, *P. M. McDonnell,* N10:16
Cost-Effective Data Handling Increases Productivity for Brown Group, Inc., *R. C. Wallace,* N2/3:40

COMPUTER-OUTPUT MICROFILM (COM)
COM Service Bureaus: The Emerging Information Managers, *T. B. Kerr,* N4:16
Expanding Roles for the Micrographics Service Company, *R. P. Hoberg,* N4:8
Image (Film) Recorders: An Overview, *J. F. Smith,* N11:14
Micrographics . . . Prognosis for 1985, *D. T. Bogue,* N2/3:16
Optical Digital Data Disk Technology for the Management of Engineering Documents, *G. Walter,* N1:20
A Trend Toward Service . . . Unplugging Inhouse COM, *H. Narrow,* N4:36

COMPUTER TECHNOLOGY
Coming of Age in a High-Tech World, *J. J. Kroger,* N5:15
Eleven Steps Toward Decreasing Computer System Downtime, *T. M. Ross,* N6:12
Executives vs. Computers: Nothing to Fear, *P. Margarita,* N9:18
Power Conditioning: Fiction and Fact, *R. L. Terrell,* N6:28
What Are We Doing to Micrographics?, *L. S. Lee, G. Kostecki,* N5:24

COST/BENEFIT
Computer-Assisted Retrieval: Cost of CAR Goes Down, Productivity Goes Up, *R. D. Atkins,* N5:32
Cost-Effective Data Handling Increases Productivity for Brown Group, Inc., *R. C. Wallace,* N2/3:40
Expanding Roles for the Micrographics Service Company, *R. P. Hoberg,* N4:8
Reprographics and CADD Make a Productive Marriage at Pennsylvania Department of Transportation, *C. Heller,* N7:30
A Trend Toward Service . . . Unplugging Inhouse COM, *H. Narrow,* N4:36

COUNTY GOVERNMENT
Micrographics Plus Computerization in Natrona County, Wyoming, *M. A. Anderson,* N6:32

CUSTOMER SERVICE
Automation Through Evolution—Not Revolution!, or, Why Companies Like Service Bureaus, *B. Granat,* N4:30
Dutch Company Sets Trends in Micrographics, *B. A. Willems,* N12:26
So You Decided on a Service Bureau . . . , *R. S. Wise,* N4:32

DATA BASES
The Challenge of a Document Delivery Experiment: Eurodocdel, N8:12

DIAZO FILM
Micrographics Capabilities Spur Sales at Ohio Repro Center, *D. L. Smith,* N2/3:20

DIGITIZING
Optical Digital Data Disk Technology for the Management of Engineering Documents, *G. Walter,* N1:20

DOCUMENT PROCESSING
Document Processing: Surmounting the Myth of a Paperless Office, *D. T. Bogue,* N10:10

ELECTRONIC PUBLISHING
Offices Setting New Quality Standards for Documents, *J. Gell,* N10:34

ENGINEERING
Active Micrographics Systems: Engineering Link to the Future, *D. O. Rupp,* N12:8
Active—The Aperture Card, *R. W. Zagami,* N4:34
An Engineer's Approach to Micrographics, *M. Fisher,* N7:16
CAD/CAM: The Evolution of a Technology, *A. L. Schulte,* N7:8
Document Management System Aids in Country's Defense, *J. A. Moore, Jr.,* N9:26
How to Make a CAD Purchase Decision, *W. J. Vandemark,* N7:12
Micrographics Capabilities Spur Sales at Ohio Repro Center, *D. L. Smith,* N2:20
Optical Digital Data Disk Technology for the Management of Engineering Documents, *G. Walter,* N1:20
Rapid Engineering Drawing Conversion to Aper- ▶

ture Cards Meets Print Needs, *A. R. Lockett,* N7:28
Reprographics and CADD Make a Productive Marriage at Pennsylvania Department of Transportation, *C. Heller,* N7:30

EQUIPMENT EVALUATION
How to Make a CAD Purchase Decision, *W. J. Vandemark,* N7:12
How to Select and Purchase an Office Copier, *C. Herline,* N12:36
Image (Film) Recorders: An Overview, *J. F. Smith,* N11:14
Selecting a Successful CAR System, *Dr. M. Langemo,* N10:22

EQUIPMENT MAINTENANCE
Eleven Steps Toward Decreasing Computer System Downtime, *T. M. Ross,* N6:12
Power Conditioning: Fiction and Fact, *R. L. Terrell,* N6:28

ERGONOMICS
Office Computers: Managing the Human Impact, *S. S. Ganus,* N2:26
Office Space Planning—The Bottom Line: Increased Productivity, *A. Andolsen,* N8:18

FACILITIES MANAGEMENT
Office Space Planning—The Bottom Line: Increased Productivity, *A. Andolsen,* N8:18

FEDERAL GOVERNMENT
Capital Comment, Archives Gains Independence From GSA, *K. G. Munro,* N1:8
Capital Comment, The Battle of the Budget, *K. G. Munro,* N2/3:9
Capital Comment, Constitutional Confrontations Continue, *K. G. Munro,* N6:7
Capital Comment, Government Services: How Much Sacrifice Is Too Much?, *K. G. Munro,* N9:7
Capital Comment, GSA Bickering Fails to Slow Multiple Award Opponents, *K. G. Munro,* N7:7
Capital Comment, Harnessing the Power of Small Business, *K. G. Munro,* N10:9
Capital Comment, How to Visit Your Member of Congress, *K. G. Munro,* N12:7
Capital Comment, Insurance Against Ignorance, *K. G. Munro,* N5:7
Capital Comment, 1985 Will Be a Busy Year For Government Affairs, *K. G. Munro,* N4:7
Capital Comment, OMB Information Guidelines Stress Private Sector, *K. G. Munro,* N8:7
Capital Comment, Your Right to Write, *K. G. Munro,* N11:6
CASPIR Comes to the Aid of the U.S. Patent and Trademark Office, *P. M. McDonnell,* N10:16
Document Management System Aids in Country's Defense, *J. A. Moore, Jr.,* N9:26

GRAPHICS RECORDERS
Image (Film) Recorders: An Overview, *J. F. Smith,* N11:14

HANDICAPPED PERSONS
Is Micrographics Technology Accessible to the Hearing Impaired Employee?, *J. Ford,* N9:22
New Technology Eases Access to Books for Handicapped Patrons, *J. Kast,* N8:24

HUMAN FACTORS
Office Computers: Managing the Human Impact, *S. S. Ganus,* N2/3:26
Professional?, *J. C. McDermott,* N5:20

IMAGE TRANSMISSION
New-Generation Videomicrographics Set to Impact Information Systems Market, *C. J. Brown,* N11:8

IMAGING TECHNOLOGY
Developing a Successful Image Transmission System, *C. Oliver,* N9:8
Electronic Image Systems for Records Management, *K. F. Nelson,* N1:16
Micrographics: Image Processing at the Crossroads, *D. P. Allen, P. Wells,* N2/3:18

INFORMATION MANAGEMENT
The Antidote for Management's Quick Fix, *J. A. Settanni,* N6:38
Automating the White Collar Factory, *Dr. G. Walter,* N12:12
The Basics for MIS, *J. A. Settanni,* N12:22
COM Service Bureaus: The Emerging Information Managers, *T. B. Kerr,* N4:16
Document Processing: Surmounting the Myth of a Paperless Office, *D. T. Bogue,* N10:10
Measures Toward Integrating the Nuclear Workplace, *D. F. Morgan,* N10:28
A Model for Planning Effective Information Systems, *P. W. Morton,* N5:8
Strategies for Automating Office Information: A Comparison, *H. Schwartz,* N6:8
What Are We Doing to Micrographics?, *L. S. Lee, G. Kostecki,* N5:24

INFORMATION SYSTEMS
Active—The Aperture Card, *R. W. Zagami,* N4:34
The Antidote for Management's Quick Fix, *J. A. Settanni,* N6:38
The Basics for MIS, *J. A. Settanni,* N12:22
CASPIR Comes to the Aid of the U.S. Patent and Trademark Office, *P. M. McDonnell,* N10:16
The Challenge of a Document Delivery Experiment: Eurodocdel, N8:12
Great American Banks on Information Systems, *S. Vogt,* N11:18
Information System Offers Savings and Loan "Umbrella" Management Solution, *K. K. Brewer,* N5:36
New-Generation Videomicrographics Set to Impact Information Systems Market, *C. J. Brown,* N11:8
Office Automation: Off The Track or Just Behind Schedule?, *D. W. McArthur,* N8:8

INHOUSE SYSTEMS
Offices Setting New Quality Standards for Documents, *J. Gell,* N10:34
A Trend Toward Service . . . Unplugging Inhouse COM, *H. Narrow,* N4:36

INTEGRATED SYSTEMS
Coming of Age in a High-Tech World, *J. J. Kroger,* N5:16
Expanding Roles for the Micrographics Service Company, *R. P. Hoberg,* N4:8
Measures Toward Integrating the Nuclear Workplace, *D. M. Morgan,* N10:28
New-Generation Videomicrographics Set to Impact Information Systems Market, *C. J. Brown,* N11:8

Offices Setting New Quality Standards for Documents, *J. Gell,* N10:34
What Are We Doing to Micrographics?, *L. S. Lee, G. Kostecki,* N5:24

INTERNATIONAL APPLICATIONS
The Challenge of a Document Delivery Experiment: Eurodocdel, N8:12
Dutch Company Sets Trends in Micrographics, *B. A. Willems,* N12:26

INTERNATIONAL TRENDS
The Challenge of a Document Delivery Experiment: Eurodocdel, N8:12

LASER PRINTERS
COM Service Bureaus: The Emerging Information Managers, *T. B. Kerr,* N4:16
Cost-Effective Data Handling Increases Productivity for Brown Group, Inc., *R. C. Wallace,* N2/3:40

LIBRARIES
Microforms Dominate Automated Library of the Future, *J. Nikolaison, R. Nikolaison,* N2/3:32
New Technology Eases Access to Books for Handicapped Patrons, *J. Kast,* N8:24
Preservation: Old and New Technologies Save Books for Future Use, *The Research News,* N11:22

MAGNETIC MEDIA
How to Choose the Right Media: Optical, Magnetic or Microfilm, *P. M. Artlip,* N9:14

MAPS
Survey Information From Railroad Maps, *J. C. McDermott,* N7:22

MARKETING
Micrographics Capabilities Spur Sales at Ohio Repro Center, *D. L. Smith,* N2:20

MICROFICHE
Cost-Effective Data Handling Increases Productivity for Brown Group, Inc., *R. C. Wallace,* N2/3:40
Police Department Fights Crime with Computers and Microfilm, *S. Port,* N2/3:50
A Unique Color Micrographics Service, *T. Hodur,* N2/3:24

MICROFORMS
An Engineer's Approach to Micrographics, *M. Fisher,* N7:16
How to Choose the Right Media: Optical, Magnetic or Microfilm, *P. M. Artlip,* N9:14
Microfilmed Information and Related Law in Utah, *T. H. Jacobsen,* N6:16
Microforms Dominate Automated Library of the Future, *J. Nikolaison, R. Nikolaison,* N2/3:32
Micrographics Capabilities Spur Sales at Ohio Repro Center, *D. L. Smith,* N1:20
Micrographics: Image Processing at the Crossroads, *D. P. Allen, P. Wells,* N2:18
Micrographics Plus Computerization in Natrona County, Wyoming, *M. A. Anderson,* N6:32
Micrographics . . . Prognosis for 1985, *D. T. Bogue,* N2:16
Office Automation: Off The Track or Just Behind Schedule?, *D. W. McArthur,* N8:8

NETWORKS
The Challenge of a Document Delivery Experiment: Eurodocdel, N8:12
Measures Toward Integrating the Nuclear Workplace, *D. M. Morgan,* N10:28
Offices Setting New Quality Standards for Documents, *J. Gell,* N10:34

OBITUARIES
Shurei Hirooka, N7:5
Dr. Ronald D. Palamara, N2/3:15
Milton J. Ruterbusch, N2/3:15
John G. Spielman, N7:5

OFFICE OF THE FUTURE
Coming of Age in a High-Tech World, *J. J. Kroger,* N5:16
A Midtechnology Night's Dream, *B. Granat,* N11:7
New-Generation Videomicrographics Set to Impact Information Systems Market, *C. J. Brown,* N11:8
Strategies for Automating Office Information: A Comparison, *H. Schwartz,* N6:8

OPTICAL CHARACTER RECOGNITION
Electronic Image Systems for Records Management, *K. Nelson,* N1:16

OPTICAL DISKS
Developing a Successful Image Transmission System, *C. Oliver,* N9:8
Document Image Processing: Optical Disk at Work, *D. C. Seigle,* N1:12
Electronic Image Systems for Records Management, *K. F. Nelson,* N1:16
Micrographics . . . Prognosis for 1985, *D. T. Bogue,* N2/3:16
Optical Digital Data Disk Technology for the Management of Engineering Documents, *G. Walter,* N1:20

OPTICAL SCANNING
New Technology Eases Access to Books for Handicapped Patrons, *J. Kast,* N8:24

PERSONNEL
Executives vs. Computers: Nothing to Fear, *P. Margarita,* N9:18
How Today's Supervisor Can Successfully Cope With the Automated Office, *P. Morse,* N12:18
Office Computers: Managing the Human Impact, *S. S. Ganus,* N2:26
Office Space Planning—The Bottom Line: Increased Productivity, *A. Andolsen,* N8:18

POLICE
Police Department Fights Crime With Computers and Microfilm, *S. Port,* N2/3:50

PRESERVATION
Preservation: Old and New Technologies Save Books for Future Use, *The Research News,* N11:22

PROCESSING
Coming of Age in a High-Tech World, *J. J. Kroger,* N5:16
Computer-Assisted Retrieval: Cost of CAR Goes Down, Productivity Goes Up, *R. D. Atkins,* N5:32
Document Processing: Surmounting the Myth of a Paperless Office, *D. T. Bogue,* N10:10
Micrographics Capabilities Spur Sales at Ohio Repro Center, *D. L. Smith,* N2:20

PRODUCTIVITY
CAD/CAM: The Evolution of a Technology, *A. L. Schulte,* N7:8

Cost-Effective Data Handling Increases Productivity for Brown Group, Inc., *R. C. Wallace,* N2/3:40
Developing a Successful Image Transmission System, *C. Oliver,* N9:8
Office Space Planning—The Bottom Line: Increased Productivity, *A. Andolsen,* N8:18
Rapid Engineering Drawing Conversion to Aperture Cards Meets Print Needs, *A. R. Lockett,* N7:28

RAILROADS
Survey Information From Railroad Maps, *J. C. McDermott,* N7:22

READER-PRINTERS
Customizing Plain Paper Retrieval—The "Bear" Facts, *R. McDonald,* N2/3:54

RECORDS MANAGEMENT
The Antidote for Management's Quick Fix, *J. A. Settanni,* N6:38
Electronic Image Systems for Records Management, *K. F. Nelson,* N1:16
Expanding Roles for the Micrographics Service Company, *R. P. Hoberg,* N4:8
Measures Toward Integrating the Nuclear Workplace, *D. M. Morgan,* N10:28
To CAR or Not to CAR, *R. J. Seery,* N7:20

RELATED TECHNOLOGY
Eleven Steps Toward Decreasing Computer System Downtime, *T. M. Ross,* N6:12
How to Select and Purchase an Office Copier, *C. Herline,* N12:36
Micrographics: Image Processing at the Crossroads, *D. P. Allen, P. Wells,* N2:13
Power Conditioning: Fiction and Fact, *R. L. Terrell,* N6:28

RESEARCH
An Engineer's Approach to Micrographics, *M. Fisher,* N7:16

RETRIEVAL
Customizing Plain Paper Retrieval—The "Bear" Facts, *R. McDonald,* N2/3:54
Information System Offers Savings and Loan "Umbrella" Management Solution, *K. K. Brewer,* N5:36

RETRIEVAL SYSTEMS
CASPIR Comes to the Aid of the U.S. Patent and Trademark Office, *P. M. McDonnell,* N10:16
Great American Banks on Information Systems, *S. Vogt,* N11:18
Micrographics Plus Computerization in Natrona County, Wyoming, *M. A. Anderson,* N6:32
To CAR or Not to CAR, *R. J. Seery,* N7:20

SATELLITE COMMUNICATIONS
The Challenge of a Document Delivery Experiment: Eurodocdel, N8:12

SERVICE BUREAUS
Automation Through Evolution—Not Revolution! or, Why Companies Like Service Bureaus, *B. Granat,* N4:30
COM Service Bureaus: The Emerging Information Managers, *T. B. Kerr,* N4:16
Dutch Company Sets Trends in Micrographics, *B. A. Willems,* N12:26
Expanding Roles for the Micrographics Service Company, *R. P. Hoberg,* N4:8
Micrographics Capabilities Spur Sales at Ohio Repro Center, *D. L. Smith,* N2:20
So You Decided on a Service Bureau . . . , *R. S. Wise,* N4:32
A Trend Toward Service . . . Unplugging Inhouse COM, *H. Narrow,* N4:36
A Unique Color Micrographics Service, *T. Hodur,* N2:24

SOURCE DOCUMENTS
Source Document Microfilm Exposed, *B. Patten,* N4:22

STATE GOVERNMENT
Microfilmed Information and Related Law in Utah, *T. H. Jacobsen,* N6:16
Reprographics and CADD Make a Productive Marriage at Pennsylvania Department of Transportation, *C. Heller,* N7:30

STEP AND REPEAT CAMERAS
A Unique Color Micrographics Service, *T. Hodur,* N2:24

STORAGE
Information System Offers Savings and Loan "Umbrella" Management Solution, *K. K. Brewer,* N5:36
New-Generation Videomicrographics Set to Impact Information Systems Market, *C. J. Brown,* N11:8

STORAGE TECHNOLOGY
Document Image Processing: Optical Disk at Work, *D. C. Seigle,* N1:12
Electronic Image Systems for Records Management, *K. F. Nelson,* N1:16
How to Choose the Right Media: Optical, Magnetic or Microfilm, *P. M. Artlip,* N9:14
Lockheed Electronics Gives Automated Document Control System the "Red Carpet Treatment," *M. A. LaPlaca,* N1:28
New-Generation Videomicrographics Set to Impact Information Systems Market, *C. J. Brown,* N11:8
Optical Digital Data Disk Technology for the Management of Engineering Documents, *G. Walter,* N1:20

SYSTEMS ANALYSIS
Developing a Successful Image Transmission System, *C. Oliver,* N9:8
Electronic Image Systems for Records Management, *K. F. Nelson,* N1:16
A Model for Planning Effective Information Systems, *P. W. Morton,* N5:8

TAX BENEFITS
Benefits From Installment Sales, *R. Feinschreiber,* N6:42
Deducting Vacation Pay—In Advance, *R. Feinschreiber,* N4:42
Estate Planning for Business Owners, *R. Feinschreiber,* N2/3:60
Fringe Benefits Yield Tax Benefits, *R. Feinschreiber,* N9:34
New Tax Benefits From Old Buildings, *R. Feinschreiber,* N1:32
Tax Benefits For Exporters, *R. Feinschreiber,* N8:28

TECHNOLOGY

Advances in the Color Microfilming of Documents, *T. Hodur,* N12:30
The Antidote for Management's Quick Fix, *J. A. Settanni,* N6:38
Customizing Plain Paper Retrieval—The "Bear" Facts, *R. McDonald,* N2/3:54
Document Image Processing: Optical Disk at Work, *D. C. Seigle,* N1:12
Expanding Roles for the Micrographics Service Company, *R. P. Hoberg,* N4:8
Micrographics Capabilities Spur Sales at Ohio Repro Center, *D. L. Smith,* N2:20
Office Automation: Off The Track or Just Behind Schedule?, *D. W. McArthur,* N8:8
Office Computers: Managing the Human Impact, *S. S. Ganus,* N2:26
Source Document Microfilm Exposed, *B. Patten,* N4:22

TELECOMMUNICATIONS

The Challenge of a Document Delivery Experiment: Eurodocdel N8:12

TRENDS

Computer-Assisted Retrieval: Cost of CAR Goes Down, Productivity Goes Up, *R. D. Atkins,* N5:32
Micrographics . . . Prognosis for 1985, *D. T. Bogue,* N2:16
New-Generation Videomicrographics Set to Impact Information Systems Market, *C. J. Brown,* N11:8
What Are We Doing to Micrographics?, *L. S. Lee, G. Kostecki,* N5:24

USER REQUIREMENTS

Automation Through Evolution—Not Revolution! or, Why Companies Like Service Bureaus, *B. Granat,* N4:30
Customizing Plain Paper Retrieval—The "Bear" Facts, *R. McDonald,* N2/3:54
So You Decided on a Service Bureau . . . , *R. S. Wise,* N4:32

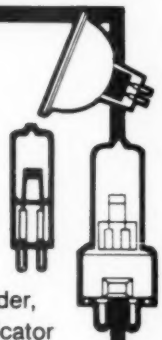
VIDEOMICROGRAPHICS

New-Generation Videomicrographics Set to Impact Information Systems Market, *C. J. Brown,* N11:8

WORKSTATIONS

Office Space Planning—The Bottom Line: Increased Productivity, *A. Andolsen,* N8:18 ■

microlamp inc.



Lamp is part of our name.
It's also our business...
Our only business...
So we have to be good.

We're a single source for reader, reader-printer, camera and duplicator lamps. Better yet, we feature discount prices and no freight charges. And orders shipped on the day received.

HOT LINE 800-431-4956.
In FL. (305) 994-6004
TELEX-467232 MICLMP

microlamp inc.
4450 Clint Moore Rd.
Boca Raton, FL 33431
CIRCLE 624

THE PEPCO MICROFICHE CUTTER...

Reliable. Accurate. Warranty-backed. Economically-priced.

Reasons for the PEPCO fiche cutter's reliability and accuracy? We make it ourselves, so quality is carefully controlled. Clutch-and-brake control of drive roller system insures repeatable precision-stopping. Result: an economically-priced cutter backed by a one-year, unconditional warranty!

Write for free literature...

pepco Division of Computer Specialties Corporation
544 Tenth St., Palisades Park, NJ 07650 (201) 947-0500
CIRCLE 625

Name _____ Title _____
Company _____
Address _____
City / State / Zip _____